



Memorandum

APO MEMO NO.: 01-04

To: COUNTY MENTAL HEALTH
DIRECTORS

Date: September 7, 2001

From: JIM HIGGINS, Ed.D., Chief,
Research And Performance
Outcome Development

Telephone: (916) 654-0471

Subject: ADULT PERFORMANCE OUTCOME DATA, AUGUST 2001 COUNTY
REPORTS AND NEXT REPORTING DEADLINE

The Department of Mental Health (DMH) Research and Performance Outcome Development Unit (RPOD) would like to thank all counties that successfully reported data for the Adult Performance Outcome System (APOS) by the August 15, 2001 deadline. This second semi-annual reporting period was very successful with all except six counties successfully reporting accurate and timely data. The accuracy and completeness of these submissions were examined more carefully than for past time periods.

Due to the current energy situation, RPOD will not be printing hard copies of the county reports we previously provided to all counties after each data submission deadline. However, RPOD will provide one copy of the latest reports to counties that specifically request them. (Please refer to the end of this letter for information on how to request a copy).

APOS data reporting deadlines will continue to be semi-annual and to coincide with CPOS deadlines. Data will be due to DMH approximately a month and a half following the end of each reporting period. **The next APOS reporting deadline is February 15, 2002 and will cover the period from July 1 to December 31, 2001.** In the past, APOS staff has allowed "grace periods" following the deadline. Due to the extended period of time for reporting, ALL DATA MUST comply with the Adult Performance Outcome Data Dictionary and be named accordingly by the February 15th deadline. Data accepted after the February 15th deadline will be credited towards the next semi-annual deadline.



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www.dmh.cahwnet.gov

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It is suggested that counties attempt to submit APOS data at least a month before the deadline to allow DMH staff to review the submission and provide timely feedback and to allow counties time to correct mistakes. Counties that want to perform "test uploads" should do so before November 30, 2001. Please email Rachel Luxemburg at: Rluxembe@dmhhq.state.ca.us.

Please direct general questions related to the Adult Performance Outcome System to the attention of Karen Purvis at (916) 653-4941 or email her at Kpurvis@dmhhq.state.ca.us. Questions related to data format and transmission should be directed to Rachel Luxemburg at (916) 654-0984 or email her at rluxembe@dmhhq.state.ca.us. If you need assistance with the ITWS, call the DMH "Help Desk" at (916) 654-3117.

Requesting copies of county reports:

Counties that want to review their reports for the CAQOL and MHSIP (which will include data from the August 15th reporting period) may request one copy in either PDF format or hard copy. (Specify which report and the format when making your request.) Reports will only be released to County Directors or Adult Performance Outcome Primary or Technology Contacts. Email Rachel Luxemburg at Rluxembe@dmhhq.state.ca.us to request a copy. If you do not have access to email, call her at (916) 654-0984. Please, only one request per county.

cc: Adult Performance Outcome Primary Contact

Adult Performance Outcome Technology Contact